

# Part-time Volleyball and Basketball Scorekeeper

FLSA Status: *Non-Exempt*

## General Definition of Work

Responsible for operating the scoreboard and maintaining records of scheduled games. Assists in the set up and clean up of the game site. Work is performed under the Supervision of a Full-Time Camden County Parks and Recreation Department staff member.

## Qualification Requirements

*To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individual with disabilities to perform the essential functions.*

## Essential Functions

Performs related work as required.  
Accurately operates the scoreboard in a prompt and efficient manner.  
Keeps accurate records of the scheduled games.  
Turns in paperwork and game results to designated supervisor.  
Sweeps gymnasium floor between scheduled games.  
Assists department staff in site setup and clean up.

## Knowledge, Skills and Abilities

Must be at least sixteen (16) years of age or older.  
Some knowledge and understanding of volleyball and or basketball.  
Prior scorekeeping experience and training in scorekeeping is desirable.  
Ability to work with coaches, participants, part-time and full-time department staff.

## Education and Experience

Background in athletics is desirable but not required.

## Physical Requirements

This work requires the occasional exertion of up to 25 pounds of force; work frequently standing, walking, speaking or hearing, using hands to finger, handle or feel, reaching with hands and arms, pushing or pulling and repetitive motions and occasionally requires sitting and lifting; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; work requires observing general surroundings and activities; work is generally in a noisy location (e.g. gymnasium).

## Special Requirements

Valid driver's license in the State of North Carolina.